



JOB POSTING TOWN OF FOXBOROUGH

IT BUSINESS/SYSTEMS ANALYST INFORMATION SYSTEMS DEPARTMENT

Description: The Town of Foxborough is seeking a skilled IT Business/Systems Analyst to support municipal data systems and both client and cloud based applications. The IT Business/Systems Analyst will also research, identify, coordinate and implement business improvement strategies by leveraging IT systems & training best practices to maximize efficiencies across Town and School departments. The Business Analyst will report to the Director of Information Technology in collaboration with the Director of Finance.

Duties include but are not limited to: Research, coordinate and implement technology best practices. Utilize current systems and technology to help realize efficiencies across multiple departments. Create and implement standard operating procedures and provide training & technical support to leverage modern business systems developed through technology.

Create, analyze and validate detailed functional specifications. Facilitate design sessions with users and implementation teams to define processing solutions. Understand the needs of multiple stakeholders and assist them with visioning and strategizing efficient business processes. This position will also be responsible for systems security & administration, project management and the implementation of modules and attributes of IT data system and software. This person will develop internal controls, rules for data migration and be responsible for other detailed deliverables as directed. The individual performs similar or related work as required, directed or as the situation dictates. Regular attendance at the workplace is required.

Qualifications and Experience: Bachelor's Degree in Information Technology or related field with 5 to 7 years' experience in client & cloud based software, server and database (SQL) reporting, development, design and administration, application support and complex business systems or any equivalent combination of education and experience as deemed appropriate by the Town of Foxborough. A Master's Degree is highly desirable, but not required. Qualified candidates should be highly organized, detail oriented, and possess a comprehensive knowledge of software application technology & data systems as well as excellent communication and presentation skills.

Salary and Benefits: Full-time, benefited position with an annual salary range of \$62,130 - \$75,733. This position is a union position within the United Steelworkers bargaining unit.

Apply to: Please submit a cover letter and resume to:
<https://muselfservice.foxborough.k12.ma.us/MSS/employmentopportunities/> by April 24, 2017.

POSTING DATE: MARCH 28, 2017

Equal Opportunity Employer

The Town of Foxborough accommodates the needs of all physically challenged or disabled people by all reasonable means in accordance with the Americans with Disabilities Act.